

GOVERNMENT OF THE DISTRICT OF COLUMBIA
Executive Office of the Mayor
Office on Asian and Pacific Islander Affairs
Community Grant

FREQUENTLY ASKED QUESTIONS #3
August 22, 2006

Q.1 Can an agency or organization submit more than one application?

A. Yes, as stated in the FAQs August 9 and 17, 2006, an agency may submit more than one (1) application. Each application must meet each of the requirements described in the Request for Application.

Q.2 If two applications are submitted by the nonprofit, is the \$50,000 criteria limitation applicable to the nonprofit or does the \$50,000 limitation apply to each grant?

A. The \$50,000 limitation applies to each grant.

Q.3 Are the forms in the RFA available in a format other than PDF?

A. Yes, the forms are available in Microsoft WORD or EXCEL.

Q. 4 Can we use our own forms for budget, staffing plan, work plan?

A. Yes, you can use your own providing the same information is included.

Q. 5 What type of financial documents does a start-up organization submit?

A. Start-up organizations should provide cash flow statements and other relevant documents that can support its financial viability, e.g. operational budget, expected sources of revenues, etc.

Q.6 Is the requirement for a budget for one (1) year?

A. Yes, the proposed program budget should be for one (1) year.

Q.7 Can a community - based committee or association or group of individuals submit an application?

A. Each applicant must demonstrate that they are a legally formed entity, operating within the District of Columbia and federal Internal Revenue Service (IRS) requirements. In addition, the applicant must have the designation of a nonprofit status.

The Review Panel and OAPIA will not review applications that do not meet the eligibility criteria. Applicants will be notified in writing that the application did not meet the eligibility criteria.

Q.8 Can education programs be focused on housing, financial literary, business etiquette, and the like?

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- A. Proposed education and/or job preparedness/training for adults and youth (18 years and older) must demonstrate that it leads to increased/improved workforce development skills.

Q.9 Who should sign the Certifications and Assurances?

- A. The Senior Executive or someone designated by the Director should be sign the Certifications and Assurances

Q. 10 Are stipends for participants allowed?

- A. Yes, stipends are permitted. This budget item must be justified and described.

Q. 11 Will grant awards be made in one payment and up front?

- A. The decision on frequency of payments has not been finalized. One total lump sum payment will not be made at the start of the grant period.